

CENTERVILLE TOWNSHIP MONTHLY BOARD MEETING
Wednesday August 11, 2021 7:00PM
Centerville Township Hall; public participation via Zoom
MINUTES

PRESENT: James Schwantes, Katrina Pleva, Ron Schaub, Elizabeth Chiles

ABSENT: Dan Hubbell

GUESTS: County Commissioner Patricia Soutas-Little, Road Commission Manager Brendan Mullane, Road Commission Engineer Craig Brown, and 3 members of the public

1. Call to Order/Pledge of Allegiance: Schwantes called the meeting to order at 7:00 pm

2. Review Agenda/Additions /Public Comment /Approve Agenda

1. Public comment: none

2. Agenda—no additions

MOTION: Schaub moved to approve agenda; seconded by Chiles. Motion carried. Yeas: 4
Nays:0

3. Previous Meeting Minutes

1. July 14, 2021 Regular Meeting

- **Correction:** page 1 Section 4.3--change "Chalets" to "Manor Green"

MOTION: Schwantes moved to accept **July 11, 2021 minutes of the Regular Business Meeting** as corrected; seconded by Schaub. Motion carried. Yeas: 4 Nays:0

4. Township Financial Update

1. Treasurer's Report—The treasurer reported that tax collection for this period is going well and that the Leland School District has been billed for their summer taxes.

MOTION: Schaub moved to accept the Treasurer's report as presented; seconded by Chiles. Motion carried. Yeas:4 Nays:0

2. Reconciliation Report—Supervisor Schwantes signed on August 11, 2021.

3. ARPA Funds

1. Federal Procurement Conflict of Interest Policy – Policy must be in place before township can spend ARPA monies.

MOTION: Pleva moved to adopt Resolution 2021-8, Centerville Township Federal Procurement Conflict of Interest Policy. Seconded by Schaub.

Roll Call Vote: Chiles: Yea Hubbell: Absent Pleva: Yea Schaub: Yea Schwantes: Yea

Vote Count: Yeas: 4 Nays: 0 Absent: 1

James Schwantes, Township Supervisor declared the resolution 2021-08 passed. Clerk will certify the resolution and post.

2. Loss of Revenue Calculation ARPA funds can be used to offset loss of revenue due to pandemic. Using formula provided, Supervisor determined that Township does not qualify for funds in this category.

3. Interim rule –ARPA funds can be used to address pandemic-related operational needs. Suggestions for possible uses of funds in this category:

--improvements in township Zoom equipment

--consider installation of window between township administrators' office and

township meeting room, in order to restrict traffic in the administrators' office and improve social distancing for administrators and citizens.

5. Invoices--Review and authorize payment – no questions from board

MOTION: Schaub moved to accept invoices and pay as presented; seconded by Chiles.

Motion carried. Yeas:4 Nays:0

6. Special Item: Chalet Roads

1. Consider committing to project

MOTION: Schwantes moves that the Centerville Township Board requests that the Leelanau County Road Commission (LCRC) should request construction bids on repaving the streets in the Sugar Loaf Chalets area, specifically the entire length of Sugar Maple Drive from Eitzen Road to Townline Road and the various streets connecting to it. The township is not committing any funds to this project until bids are received and the township can make a final determination that it will be able to budget for the needed funds. Seconded by Schaub. Discussion followed, including reading of submitted comments, requested by a property owner unable to attend meeting. Motion passed: Yeas: 4 Nays:0

2. Consider starting SAD process

MOTION: Schwantes moves that the Centerville Township Board will set up a Special Assessment District for the purpose of levying an assessment of twenty-five percent (25%) of the costs of the Sugar Loaf Chalet Road Project. The current preliminary estimate for that assessment is \$122,000. The assessment will be redetermined as the Leelanau County Road Commission receives bids for the project and final plans are determined. Seconded by Schaub. Discussion followed. Motion passed: Yeas: 4 Nays:0 Supervisor submitted approved motions to Clerk for initiation of project process.

7. Clerk Report: 139 ballots cast at the August 3 election; 102 ballots were absentee, 37 ballots were cast in precinct.

8. Correspondence/ Communications - none

9. Board of Review—no report

1. Board of Review will meet on **Tuesday July 20 at 10AM**

10. Zoning Administrator's Report— The Zoning Administrator always encourages citizens to call him with any questions.

1. Lake Shore Drive--Tim Cypher is coordinating with magistrate and sheriff to arrange to execute warrant and visit site. Visit may happen this week.

2. French Road septic site: Tim Cypher called and left message with complainant explaining that hauler is in compliance. Cypher encouraged complainant to call him back and also to report any concern she has on the day she thinks she has observed a violation.

3. Popp Rd – Tim Cypher sent a letter to property owner regarding unsafe building situation and also has contacted the building code office. He has not received a response from the owner. The fire chief has stated an interest in using the site as a fire fighting training location.

11. Planning Commission

1. Board member report—(reporting member absent) Schwantes reported that Tim Johnson indicated that some discussion had occurred about Short Term Rentals but the commission tabled the discussion until their December meeting, given the current legislative action occurring at the state level. Next scheduled meeting in October will focus on noise ordinance documentation.

2. Continuing Education Policy—Supervisor to work with Planning Commission chair to improve wording in item #5 and to add an “at the discretion of the chair” approval for reimbursements for special situations.
3. Next regular meeting: Monday, October 4, 2021 at 6:30PM
4. Zoning Board of Appeals annual organizational meeting being scheduled.

12. Cedar Area Fire and Rescue (CAFR) Board

1. **Board member (Ron Schaub) report:** No bids have yet been received on floor drains. Discussions with union are on-going. One new, full-time employee has been hired. Next regular CAFR Board meeting will focus on budget, in order for the budget to be available for presentation to the board at its October meeting.
ARPA was discussed as part of potential costs for fire department.
2. **Next regular meeting: Tuesday, August 24, 2021 at 7:00PM**

13. Board – Unfinished business

1. **Board work taxonomy—none**
2. **Dock bumpers**—Supervisor has investigated the suggestion that the township install dock bumpers but does not see a need for them at this time, Board agreed.

14. Board -- New business

1. **Annual roads report from Supervisor** The Supervisor raised the priority of Amore Road reconditioning to a 10 and noted that Schomberg Rd had been seal-coated. Overby Road condition was assigned a 4 rating; Manor Green and Ski View Roads require seal coating.

15. County Commissioner Report—sent via email and posted on township website

16. Upcoming Township Meetings:

1. Next regular Board of Trustees Meeting: Wednesday, September 8, 2021

17. Public Comment— none

18. Motion to Adjourn

MOTION: Schaub moved to adjourn at 8:58 pm; seconded by Pleva.

Respectfully submitted,

Patty Ray, Deputy Clerk

Clerk's Signature: _____ Date: _____